

Office of State Procurement
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

September 27, 2021

ADDENDUM NO. 03

Your reference is directed to RFX Number 3000017602 for the Invitation to Bid for an Agency Term Emergency Contingency Contract to provide Receiving, Staging and Storage Sites (RSS) Strategic National Stockpile or a Regional Distribution Site (RDS), which is currently scheduled to open at 10:00 A.M. CT on October 5, 2021.

Following are the Vendor's Questions received by the deadline date of September 8, 2021 and the State's Answers:

Vendor's Question 1: What is the expected go live date?

State's Answer 1: The awarded contractor shall be ready to go live whenever the governor of the State of Louisiana declares a state of emergency and the Louisiana Department of Health (LDH) activates the contract. Also, considering that the State is under an Emergency declaration for Covid-19 the Contractor shall be ready to go live upon contract award.

Vendor's Question 2: How long is this contract expected to be in place?

State's Answer 2: The State of Louisiana intends to award the contract for an initial period, not to exceed thirty-six (36) months. Delays in awarding, beyond the anticipated starting date, may result in a change in the contract period. If the situation occurs, an award may be made for less than thirty-six (36) months. Also, at the option of the State of Louisiana and acceptance by the Contractor, this contract may be extended for two (2) additional twelve (12) month periods at the same price, terms and conditions. Total contract time may not exceed sixty (60) months.

Vendor's Question 3: Does the space need to be FDA approved or any other certifications (TSA, etc)?

State's Answer 3: Yes. The specifications of this ITB follow all federal/state regulations (i.e. DOTD for transport, OSHA for warehouse, ...) and will need to be met. Also, the US Marshals,

Louisiana State Police (LSP) and local law enforcements will visit sites to establish security plans for activation of the RSS/RDS.

Vendor's Question 4: Will there be food storage in addition to medicine, if so, can we start with a temp reefer solution before transitioning to a permanent indoor refrigeration solution?

State's Answer 4: Food storage is not required.

Vendor's Question 5: What are the requirements for inventory visibility?

State's Answer 5: The Contractor will have to track/account for all items from beginning to end (receipt and delivery of all items).

Vendor's Question 6: How will we receive orders for both inbound and outbound?

State's Answer 6: The Contractor will receive the orders from the Louisiana Department of Health staff deployed on site.

Vendor's Question 7: Will there be any software integration required...if so, what is the system we will need to integrate/report within?

State's Answer 7: It is possible that LDH may utilize the Contractor's inventory tracking system, integrate LDH's WEBEOC system, if compatible, or LDH will provide a link and authorization to the Contractor for a website so that the resource request can be received.

Vendor's Question 8: What are the requirements for ship and receipt confirmation details (POD images, etc)?

State's Answer 8: This will be a planning objective between LDH and the Contractor after award of the contract(s) (possible signatures on forms, receiving and forms/manifest with signature on dispensing site receipt).

Vendor's Question 9: How many people will need access to our systems?

State's Answer 9: That will be discussed in planning meetings after award of the contract. It is dependent on vendor issues/concerns regarding the vendor system.

Vendor's Question 10: What are the periodic reporting requirements (daily, weekly, monthly, by shipment, etc)?

State's Answer 10: Reporting requirements could be every twelve (12) hours or could be required more frequently. It will be dependent on the situation.

Vendor's Question 11: What are the SLAs around shipping and receiving?

State's Answer 11: It is within the specifications of this ITB and will be discussed further in planning meeting after award of the contract(s).

All else remains as on original bid.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail or by hand or by courier delivery to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or by hand or by courier delivery to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building, Ste. 2-160, Baton Rouge, LA 70802, and indicate the RFX number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

Revisions received after bid opening shall not be considered and you shall be held to your original bid.

Revision:

For: _____ By: _____

By: Kim Mulder
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